

County Attorney

Mission:

The County Attorney's Office provides full-time legal services on civil matters for the Board of Supervisors, School Board, Department of Social Services, County Administrator, the departments, administrative offices and constitutional officers of the County, and various other County boards, commissions, and agencies.

Goals:

- Provide quality and timely legal services to the County.
- Emphasize the continuous training of present staff to keep abreast of current developments in the legal field so that the office's many clients can be provided timely and accurate legal advice.
- Maintain a state-of-the-art legal office.

Implementation Strategies for FY2005:

- Help implement new initiatives of the Board and the County and changes in County programs, ordinances or regulations mandated by changes in Federal or State laws.
- Ensure that the County is in compliance with legal requirements, that the County's exposure to risk is minimized, and that the most efficient and effective practices are followed.
- Seek new and improved ways (such as the addition of a laser fiche system) to assist with file organization and retrieval to help maintain a state-of-the-art law office.
- Represent the County and its interests in courts of law and legal negotiation; prepare and review ordinances, resolutions, contracts, agreements, leases, deeds and other legal documents to which the County is a party; advise County officials on the legal aspects of County policies, programs and business matters; and specifically:
 - Consult with County officials and staff as needed.
 - Review proposed legislation, administrative papers, contracts, agreements, leases, and other legal documents.
 - Respond to written requests for legal opinions.
 - Continually review and recommend amendments to the County Code in order to keep the County's laws up to date.
 - Attend all regularly scheduled meetings of the Board of Supervisors, Planning Commission, Board of Zoning Appeals, and School Board.
 - Draft the County's legislative programs, propose legislation as needed, and testify before legislative committees of the General Assembly.

Budget Issues:

- For FY2005, increased funding is for the routine replacement of computers.

General Fund Expenditures	FY2001 Actual Expenditures	FY2002 Actual Expenditures	FY2003 Actual Expenditures	FY2004 Original Budget	FY2004 Expected Appropriations	FY2005 Adopted Budget
10124 County Attorney						
Personnel Services	244,749	250,447	258,334	278,285	278,285	307,858
Contractual Services	1,382	1,795	4,340	4,300	4,300	4,680
Internal Services	915	1,075	586	2,000	2,000	2,340
Other Charges	5,898	5,421	4,607	7,400	7,400	7,030
Materials & Supplies	11,828	9,355	10,835	12,000	12,000	11,174
Capital Outlay	<u>1,284</u>	<u>-</u>	<u>1,245</u>	<u>1,500</u>	<u>1,500</u>	<u>3,600</u>
Activity Total	<u>266,056</u>	<u>268,093</u>	<u>279,947</u>	<u>305,485</u>	<u>305,485</u>	<u>336,682</u>
Percentage Change	22.49%	0.77%	4.42%	9.12%	N/A	10.21%

FTE's

Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	1.50	1.50	1.50	1.50	1.50	1.50
Trades & Crafts	-	-	-	-	-	-
Total	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>

